

General Ledger Operations and Controls (4.5 days)

This course provides students with a simulated bank operations experience. Using an industry-standard turnkey general ledger system and associated functional applications, students will practice the major operational functions of a bank - teller, loan operations, deposit operations, and back-office. Students will be keying in transactions, balancing accounts, and running reports. The course will emphasize the internal controls, which should be in place for each function and the operational risks when controls are not effective. The goal of the course is to provide students with a familiarity with the activities involved in the major bank functions and an awareness of controls, systems, and reporting capabilities.

(Prerequisite: Completion of Level 1 of the 98-2 examiner training curriculum, including successful completion of the first proficiency examination.)

December 11-15, 2006

February 5-9, 2007

May 14-18, 2007

August 20-24, 2007